

Exhibit K

SUMMARY OF INDIVIDUAL RATINGS OF FACULTY MEMBERS WITH MULTIPLE FUNCTIONS

Name of Faculty Member: YHENA L. BANDIBAS

Program Involvement (1)	Percentage Weight of Involvement (2)	Numerical Rating (Rating x%) (3)	Equivalent Numerical Rating (2x3)
1. Instruction			
a. Head/Dean (50%)		4.99 x 50% =	2.485
b. Students (50%)		4.86 x 50% =	2.43
Total for Instruction	100%		4.915
2. Research			
a. Client/Dir. for Research (50%)			
b. Dept. Head/Center Director (50%)			
Total for Research			
3. Extension			
a. Client/Dir. for Extension (50%)			
b. Dept. Head/Center Director (50%)			
Total for Extension			
4. Administration			
5. Production			
TOTAL	100%		4.915

EQUIVALENT NUMERICAL RATING: 4.915

Add: Additional Points, if any:

TOTAL NUMERICAL RATING: 4.915

ADJECTIVAL RATING: 0

Prepared by:

YHENA L. BANDIBAS
Name of Faculty

Reviewed by:

JACOB GLENN F. JANSALIN
Department Head

Recommending Approval:


CANDELARIO L. CALIBO
Dean/Director

Approved:

BEATRIZ S. BELONIAS
Vice President for Academic Affairs


INDIVIDUAL PERFORMANCE COMMITMENT & REVIEW FORM (IPCR)

I, YHENA L. BANDIBAS, a faculty member of the DEPARTMENT OF PURE AND APPLIED CHEMISTRY commit to deliver and agree to be rated on the attainment of the following targets in accordance with the indicated measures for the period JANUARY TO JUNE 2020.


YHENA L. BANDIBAS
 Instructor I
 Date:

Approved:

JACOB GLENN F. JANSALIN
 Department Head
 Date:


CANDELARIO L. CALIBO
 College Dean
 Date:

MFO No.	Description of MFO's/PAPs	Success/ Performance Indicators (PI)	Tasks Assigned	Target	Actual Accomplishment	Rating				REMARKS (Indicators in percentage should be supported with numerical values in numerators and denominators)
						Quality	Efficiency	Timeliness	Average	
UMFO 1. ADVANCED EDUCATION SERVICES										
OVPI MFO 2. Graduate Student Management Services										
UMFO 2. HIGHER EDUCATION SERVICES										
OVPI UMFO 3. Higher Education Management Services										
	PI 5: Total FTE, coordinated, implemented and monitored *	A9. Actual Faculty's FTE	Handles and teaches courses assigned	18	21.6	5	5	5	5.00	Chem 128.2 Lab (1), Chem 127n Lec (1), PhSc 105 Lec (1), Chem 21 Lab (2)
		A10. Number of grade sheets submitted within prescribed period	Prepares gradesheet and submits on or before deadline	5	5	5	5	5	5.00	Chem 128.2 Lab (1), Chem 127n Lec (1), PhSc 105 Lec (1), Chem 21 Lab (2)
		A13. Number of long examinations administered and checked	Administers and checks long examination for subjects taught	4	4	5	5	5	5.00	Chem 127n (2), PhSc 105 (2)
		A14. Number of quizzes administered and checked	Prepares and checks quizzes for lec and lab	20	34	5	5	5	5.00	Chem 128.2 (7), Chem 127n (8), PhSc 105 (9), Chem 21 (10)
		A15. Number of lab reports and term papers checked and graded	Checks lab reports and term papers submitted as required	10	10	5	5	4	4.67	Chem 21 (8), Chem 128.2 (2)
	PI 8: Number of students advised: *	A16. Number of students advised:	Acts as academic adviser to students	47	47	5	5	5	5.00	2nd year BSChem students

		A17. Number of students advised on thesis/ field practice/special problem:								
		As SRC Chairman	Advises, and corrects research outline and thesis/SP manuscript	2	2	5	5	5	5.00	RCCTagoon, PGofredo
		As SRC Member	Advises and corrects research outline and thesis/SP manuscript	11	11	5	5	5	5.00	RBBulfa, MABuna, NCCartagena, PJPCorbo, CDDDizon, NMGalano, KCGaladez, RTLabra, JACMatunog, JJPiastro, JRFPoliquit
		A18. Number of students entertained for consultation purposes	Entertains students consulting on subject taught, thesis and grades	50	50	5	5	5	5.00	BSchem, BSEd, BAS, BSMet, BSBio, and BSBiotech students
UMFO 3 . RESEARCH SERVICES										
UMFO 4. EXTENSION SERVICES										
UMFO 5. SUPPORT TO OPERATIONS										
	OVPI MFO 4. Program and Institutional Accreditation Services									
	PI 8. Compliance to all requirements thru the established/adequate implementation, maintenance and improvement of the QMS of the core processes of the College/department under ISO 9001:2015*	A 44. Compliance to all requirements of the QMS core processes of the university under ISO 9001:2015*	Ensures that all the QMS core processes of the university are complied with in the performance of his/her functions as faculty member	zero non-conformity	zero non-conformity	5	5	5	5.00	
		A 45. Compliance to all requirements of the program and institutional accreditations:	Prepares required documents and complies all requirements as prescribed in the accreditation tools	100% compliant	100% compliant	5	5	5	5.00	
		On program accreditations								
		On institutional accreditations								
UMFO 6. General Admin. & Support Services										
	PI 2. Zero percent complaint from clients served	A 46. Customerly friendly frontline services	Provides customer friendly frontline services to clients	Zero % complaint	Zero % complaint	5	5	5	5.00	

	Total Over-all Rating								59.67	
	Average Rating								4.97	
	Adjectival Rating								Outstanding	

Evaluated & Rated by:


JACOB GLENN F. JANSALIN
 Department Head
 Date:

Recommending Approval


CANDELARIO L. CALIBO
 Dean, CAS
 Date:

Approved by:


BEATRIZ S. BELONIAS
 Vice President for Instruction
 Date:

Average Rating (Total Over-all rating divided by		4.97
Additional Points:		
Punctuality		
Approved Additional points (with copy of approval)		
FINAL RATING		4.97
ADJECTIVAL RATING		4.970

Comments & Recommendations for Development Purpose:
Finish graduate work (MS) and attend conferences/seminars for CPD.

Evaluated & Rated by:

Jansal
JACOB GLENN F. JANSALIN
 Head, DoPAC

Date: _____

Recommending Approval:

Calibo
CANDELARIO L. CALIBO
 Dean, CAS

Date: _____

Approved by:

Belonias
BEATRIZ S. BELONIAS
 VP for Academic Affairs

Date: _____

1- Quality 2 - Efficiency 3 - Timeliness 4 - Average

PERFORMANCE MONITORING & COACHING JOURNAL

X	1st	Q U A R T E R
X	2 nd	
	3 rd	
	4th	

Name of Employee: BANDIBAS, YHENA L.

Head of Office: JACOB GLENN F. JANSALIN

Number of Personnel: 1

Activity Monitoring	MECHANISM				Remarks
	Meeting		Memo	Others (Pls. specify)	
	One-on-One	Group			
Monitoring	Finish MS Program				
Coaching					

Note: Please indicate the date in the appropriate box when the monitoring was conducted.

Conducted by:

J. Jansalin
JACOB GLENN F. JANSALIN

Immediate Supervisor

Noted by:

C. Calibo
CANDELARIO L. CALIBO

Next Higher Supervisor

EMPLOYEE DEVELOPMENT PLAN

Name of Employee: YHENA L. BANDIBAS

Performance Rating: 0

Aim: Maintain outstanding student rating

Proposed Interventions to Improve Performance:

Date: July 2020

Target Date: Dec 2020

First Step:

Prepare IMC for next semester's lead

Result:

Learning Guides ready for use

Date: Jan 2021

Target Date: June 2021

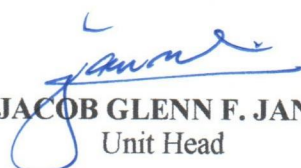
Next Step:

Finish MS program

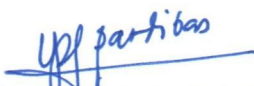
Outcome: _____

Final Step/Recommendation:

Prepared by:


JACOB GLENN F. JANSALIN
Unit Head

Conforme:


YHENA L. BANDIBAS
Name of Ratee Faculty